



**CHILD AND FAMILY CENTRE
CENTRE DE L'ENFANT ET DE LA FAMILLE
NGODWEAANGIZWIN AASKAAGEWIN**

**MEETING OF THE BOARD OF DIRECTORS
Wednesday, May 11, 2011, 6:00 p.m.
Boardroom A, 62 Frood Road, Sudbury**

MINUTES

Present were:	Board President:	Mr. Richard Rivard
	Board Treasurer:	Mr. Stan Kunto
	Board Members:	Mr. René Quesnelle Dr. Daniel Coté Ms. Norah Dougan Mr. Don Malette
Absent with regrets:	Board Vice-President:	Mr. Barry Sullivan
	Board Member:	Dr. Sharon Speir
Also attending:	A/ Executive Director:	Dr. Bertrand Guindon,
	Executive Assistant:	Mrs. Monique Levesque

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| 1 | Call to order | With a quorum present, the meeting was called to order at 6:00 p.m. |
| 2 | Declaration of conflict of interest | There were no declarations of conflict of interest. |
| 3 | Vision and Mission Statement | The Vision and Mission Statements were deferred at this time. |
| 4 | Approval of the Agenda | MOTION 35/11 IT WAS MOVED BY: Mr. René Quesnelle
AND SECONDED BY: Mr. Don Malette

That the agenda of the Board of Directors meeting of May 11, 2011 presented in be approved as presented.

CARRIED |
| 5 | Review of previous Minutes from April 20, 2011 | MOTION 36/11 IT WAS MOVED BY: Dr. Daniel Coté
AND SECONDED BY: Mr. Don Malette

That the minutes of the Board of Directors meeting held on April 20, 2011 be approved as amended.

CARRIED |
| 6 | Business Arising | No new business was reported at this time. |

- a. **Governance Manual Review and maintenance** The review of the Governance Manual was deferred at this time. The Chair briefly spoke to the Corporations Act and explained that the Act is waiting to be stamped by the Lieutenant Governor.

- b. **Negotiations (In Camera)** MOTION 37/11 IT WAS MOVED BY: Mr. Stan Kunto
AND SECONDED BY: Mr. René Quesnelle

That the Board move into in-camera session.

CARRIED

During its In-camera session the Board discussed Collective Bargaining.

7 New Business There was no new business to report at this time.

- a. **Set AGM date** MOTION 39/11 IT WAS MOVED BY: Dr. Daniel Coté
AND SECONDED BY: Ms. Norah Dougan

That the Annual General Meeting be held on Wednesday, September 28, 2011.

CARRIED

It was noted that the Acting Executive Director will invite Dr. Ian Manion to speak on Evidence Based Practises at the Annual General Meeting and to then spend the afternoon with front line staff.

- b. **Motion to set record date** MOTION 40/11 IT WAS MOVED BY: Dr. Daniel Coté
AND SECONDED BY: Ms. Norah Dougan

That the Record Date be set at September 7, 2011

CARRIED

- c. **Motion to accept the agreement of the Subscription Policy to insure the liability assumed by CFC** MOTION 41/11 IT WAS MOVED BY: Ms. Norah Dougan
AND SECONDED BY: Mr. Don Malette

Be it hereby resolved that the Child and Family Centre accept the agreement of the Subscription Policy to insure the liability assumed by this Resolution as follows:

The Child and Family Centre

- 1) Assumes the liability for bodily injury to or death of any person or damage to or destruction of property of others, imposed by law upon:
 - a) Board Members, Employees or Volunteer Workers of the Child and Family Centre for liability which arises out of the use or operation by such person of a licensed motor vehicle, or
 - b) The owner of any licensed motor vehicle, for liability which arises out of the use or operation of such licensed motor vehicle by Board Members,

Employees or Volunteer Workers of the Child and Family Centre.

- 2) Declares that such assumption liability be subject to the following limitations, exclusions and conditions:
 - a) This assumption of liability applies only to the use or operation of a licensed motor vehicle in Canada or the United States of America by Board Members, Employees or Volunteer Workers on behalf of the Child and Family Centre including travel to and from work and attendance at meetings.
 - b) This assumption of liability applies only in excess of existing insurance carried by the owner of the licensed motor vehicle which was being used or operated by Board Members, Employees or Volunteer Workers at the time of the accident and does not apply unless the licensed motor vehicle which was being used or operated by such person at the time of the accident is insured for not less than the minimum Third Party Liability Limit required by The Insurance Act for the Province of Ontario.
 - c) This assumption of liability is subject to the agreements, conditions, terms and limit of liability insured in the Non-Owned Automobile Policy issued by the Subscription Policy and shall terminate whenever such Non-Owned Automobile Policy is terminated.

CARRIED

8 Executive Committee

- a) **Financial reports** Due to the regular Board of Directors Meeting being held May 11, 2011 in lieu of May 25, 2011 the Financial Reports were not ready to present. Therefore, Financial Reports will be presented at the Board of Directors Meeting on June 22, 2011.
- b) **Executive Minutes: April 18, 2011** The minutes of the Board of Directors Executive Committee meeting held on April 18, 2011 were circulated.

CARRIED

9 Board Committee Reports

- Nomination Committee** Nomination Committee had no report to offer at this time.
- Supervised Access Advisory Committee** A brief informational report was received from the Supervised Access Advisory Committee Chair. Board Members were informed that services have been impacted by cut backs of clerical staff. As a result intake is reduced and visits are reduced to two hours per month. This seems to be the pattern provincially.
- Marketing Committee** The Marketing Committee Chair reported that events from Children's Mental Health Week went well. An exit meeting will be scheduled. The Charitable Fund Description as well as the Terms of Reference will be reviewed by the Marketing Committee.

- 11 **Acting Executive** The following Clinical Director's reports were circulated and reviewed:

Director's Report

- Clinical Activities Monthly Summary to the Board of Directors; April, 2011
- Clinical Activities Monthly Trends

Dr. Guindon answered questions from the board.

12 Other

No other items were added for discussion.

13 Adjournment

MOTION 42/11

There being no further business to come before the Meeting Body, it was moved by Mr. Don Malette and seconded by Mr. Stan Kunto that the meeting be adjourned at 8:40 p.m.

CARRIED

PRESIDENT

DATE